

Confirmation Sheet for Tournaments & Banquets

Netley Creek Golf & Country Club

Box 54, 1753 Fairway Drive, Petersfield, MB. R0C 2L0 Tel# 204-738-4653 / Fax# 204-738-2252

Email: reservations@netleycreekgolf.mb.ca

All blanks **MUST** be completed, signed and returned to Netley Creek Golf course, before your tournament can be accepted. Booking **Deposit of \$200.00 is required** in order to confirm and hold your date and tee time(s). Failure in not returning form with deposit with forfeit scheduled date and times. Golf course reserves the right to make any adjustments to pricing, times & dinners, due to weather, number of golfers, plates confirmed and food availability. Unless there is a total ALL DAY rainout with lighting **ALL tournaments will proceed as scheduled (Rain or Shine)**, so please dress accordingly. All deposits must be paid in advance prior to confirmation to guarantee or hold your date. ***Please make cheque Payable to the above name/address. All balances owed must be paid by Cash, Debit or Credit Card prior to event starting (sorry no personal cheques allowed).**

All cancellations **must be made in writing forty (40) days prior to Tournament date to receive a full refund**, less \$75.00 Admin fee. **After (40) days, deposit will be forfeited.** If you cancel less than (5-10) working days prior to tournament or banquet, you will be liable for the entire group's fee. **NOTE:** All tournaments require a food order even if taken off the menu and paid for individually. A **50% food deposit is required (10-14) days in advance**, unless other arrangements have been pre-authorized. **You have a minimum of 5-7 days prior to event to make any final adjustments to your golf or food order numbers.** If not notified within this time frame your final numbers will be confirmed and locked in at your original numbers booked for all meals/carts/golf. However, a **10% reduction in golfers only** will be allowed to help with any last minute No Shows. ie.) You confirm 100 golfers and only 80 show, **club will absorb 10% of green fees**, and you will be billed for 90 golfers and all dinners and carts for tournament. **Therefore, it is strongly recommended that ALL FEES BE COLLECTED BY ORGANIZER WELL IN ADVANCE to assure participation, and your balance owed - paid in full (1) Hour prior to your first group scheduled to tee off.** Thank you.

Group Name & Contact Person: _____

Email Address (Work/Res): _____ Phone/Fax #: _____

Mailing Address: _____ Postal Code: _____

Tournament/Event Date: _____ **Start Time:** _____ **Format Played:** _____

No. of Golfers & Holes: _____ **No. of Dinners & Meal Choice:** _____

No. of Power Carts for Group: _____

***ORGANIZER Signature: X** _____ **Special Request:** _____

RATE PER GUEST: *Flat Group Rate Including: Golf, Power Cart, Meal & Taxes & Gratuities: \$ _____ ea.

Green Fees x No. of Golfers = _____

Power Carts x Booking Rate = _____

*Meals x No. of Dinners Booked. = _____

Add applicable Taxes & 12% gratuity to Food & Beverage. = _____

• **LESS DEPOSIT PAID** = _____ **Date Paid:** _____

Add any **Tee Gift** Items Booked & Paid 6-10 wks in Advance : _____

STAFF SIGNATURE X _____ **Date:** _____ **Early Booking (March) Bonus Gift:** _____

**** FOR OFFICE USE ONLY: FINAL CONFIRMATION (5-7) DAYS PRIOR TO DATE ****

Date & Time of Event: _____ No. of Green Fees: _____

No. of Meals/Dinners: _____ No. of Power Carts: _____

Bottles of Wine/Champagne: _____ **Other: _____

Date Confirmed & Auth by: X _____ **NOTES:** _____